

IMMEDIATE
DATE BOUND

No. 13/13/2018-4GS-II

From

The Chief Secretary to Government, Haryana

To

All the Administrative Secretaries to Government Haryana
All the Heads of Departments, Commissioner, Ambala, Hisar, Gurugram Rohtak,
Karnal and Faridabad Divisions.
The Registrar, Punjab and Haryana High Court, Chandigarh.
All the Deputy Commissioners of the State of Haryana.

Dated Chandigarh, the 4th December, 2019

Subject: Information regarding Group-D posts.

Sir/Madam,

I am directed to invite your attention on the subject noted above and to say that matter regarding framing common service rules for newly appointed Group D employees is under consideration of State Government.

2. For proper framing of the Service Rules, all the Heads of Departments are requested to send the information pertaining to Service Rules of Group D employees of your department in the enclosed form (Annexure A) in msword.

3. All the Heads of Departments are directed to send the above information positively by **10th of December, 2019**, by email at secretarygadharyana@gmail.com. and hard copy in General Services-II Branch, 4th Floor of Haryana Civil Secretariat, Chandigarh.

Yours faithfully,



Superintendent General Services-II
for Chief Secretary to Government, Haryana.

Annexure-A of GAD instructions Dt. December, 2019

Sr. No.	Department/ Office	Nomenclature of Group Post	Pay Scale as on 01.01.2016	Mode of recruitment: Direct/ promotion (Ratio, if any)	of Qualification for direct recruitment By provision in Service Rules	Total sanctioned posts both Permanent and Temporary	Number of Group D employees appointed after the enactment of Group D Act (28.03.2018)	Number of posts which are now lying vacant	Total of Column 8 and 9	Duties of post Nature work (Attach detailed note in msword)	Next or promotional post in the hierarchy and its pay scale	Qualification for appointment by promotion on that post	Remarks, if any
1	2	3	4	5	6	7	8	9	10	11	12	13	14